

## Automatic Bank Withdrawal Information

The following procedure will be used unless other arrangements are made with the office:

1. The withdrawal date will be the 1<sup>st</sup> of each month.
2. Any withdrawal requests received after the 27<sup>th</sup> of the month will be processed the following month.
3. We will assume that the first withdrawal amount will cover any outstanding amount you have pledged. **i.e.** The sponsorship of a child/project started in March. We receive your request for bank withdrawal in April. The first withdrawal will be in May and will cover the monthly amount for three months (March, April and May.)
4. We will assume your request for withdrawal is on a continual basis.
5. Should your bank not honour the request for withdrawal in a particular month due to non-sufficient funds or any other reason, the electronic banking centre will automatically request the funds approximately ten day later. Should the request be denied a second time, we will contact you regarding the matter.
6. If you wish to make an extra donation or gift, you may contact the office and request that it be added to your withdrawal the following month.
7. If, at any time you wish to revoke your authorization you may do so via telephone or letter. We must receive this notice five days in advance of the next withdrawal. For a sample form or more information on your rights to cancel a PAP agreement you can contact our financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca)
8. You have the right to receive reimbursement for any debit not authorized or inconsistent with this PAP agreement. Please contact Word & Deed. To obtain more information on your recourse rights you can contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca)

My Account will be  Sponsorship  Project \_\_\_\_\_ on \_\_\_\_\_ debited for:

[wordanddeed.org](http://wordanddeed.org)

**PO Box 20100 St. Thomas, ON N5P 4H4 Canada ph. 877.375.9673 fax 519.633.7181 office@wordanddeed.org**

Please fill out *Authorization to Debit Account* form and return to Word & Deed.

## Authorization to Debit Account

I / we \_\_\_\_\_ of address: \_\_\_\_\_ authorize Word & Deed Ministries Inc. to debit my / our account.

The funds debited are to be used as a donation for:

Sponsorship       Project \_\_\_\_\_      I / we attach a blank cheque marked VOID.

This donation is made on behalf of an  Individual       Business

Monthly      \$ \_\_\_\_\_ Preferred date of withdrawal: Reference Number : \_\_\_\_\_

Bi-monthly      \$ \_\_\_\_\_      1<sup>st</sup> / 10<sup>th</sup> / 15<sup>th</sup> / 20<sup>th</sup> Telephone Number: \_\_\_\_\_

Quarterly      \$ \_\_\_\_\_

Semi-annually      \$ \_\_\_\_\_

Yes, you may increase my monthly contribution to \$35.

No, please keep my monthly contribution at \$30.

Date: \_\_\_\_\_

Annually      \$ \_\_\_\_\_

The yearly tax receipt should be made out to:

\_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**\*Remember to send a void cheque\***

\*If at any time I wish to revoke my authorization I may do so via telephone or letter. Word & Deed must receive this notice five days in advance of the next withdrawal.

\*I have the right to receive reimbursement for any debit not authorized or inconsistent with this PAP agreement and will contact Word & Deed if this event takes place.

*To obtain more information on your recourse rights you can contact your financial institution or visit [www.cdnpay.ca](http://www.cdnpay.ca)*